

MEMORANDUM

DATE: July 2, 1992

TO: Division of Shellfish Sanitation Staff

THROUGH: Eric H. Bartsch, P.E., Director
Office of Water Programs

FROM: Robert E. Croonenberghs, Ph.D., Director
Division of Shellfish Sanitation

SUBJECT: Plants - Policy - Permitting of Wells

Purpose: To clarify those circumstances where the Division issues permits for private water supplies, when the engineers from the Division of Water Supply Engineering issue permits for public water supplies and when no permit at all is necessary.

Procedure: The following are the situations which you will be faced with concerning the installation of wells and the procedures that you should follow for each:

- 1) **Facilities which have fewer than 25 employees.** The Private Well Regulations will be followed for wells installed at these facilities. An application is necessary upon which the Division will evaluate the site and issue a permit to the owner for this well. After installation the well will be inspected and an record of inspection will be issued.
- 2) **Facilities which have more than 25 employees and serve water or make an attempt to serve water.** Those facilities which serve water for more than 60 days but less than 120 days will be considered a non-community waterworks. The Office of Water Programs, Environmental Engineering Field Office shall be notified so that they can permit these waterworks. After doing so, the Division will monitor the bacteriological sampling results and respond to deficiencies in accordance with Working Memo 202. Those facilities which serve water for more than 120 days will be considered a Non-Transient, Non-Community (NTNC) waterworks. The Office of Water Programs, Environmental Engineering Field Office shall be notified so that they can permit this waterworks. The Engineering Field Office will also monitor compliance and sampling for NTNC waterworks.

- 3) **Facilities which have more than 25 employees and do not serve water or do not attempt to serve water.** In these situations we will strongly recommend that the well be constructed according to the Waterworks Regulations. These wells will not be permitted as waterworks at the present time. They may though, in the future, be considered public waterworks and therefore subject to applicable state and federal requirements. This is why we strongly recommend that they be constructed in accordance with the current Waterworks Regulations. These facilities will not be required to follow the sampling requirements of the Waterworks Regulations but instead will be sampled by the Division in accordance with Working Memo 202.